

WISCONSIN ELECTIONS COMMISSION

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DATE: December 7, 2018

TO: Wisconsin Municipal Clerks
City of Milwaukee Elections Commission
Wisconsin County Clerks
Milwaukee County Elections Commission

FROM: Patrick Brennan
WisVote Training Officer

SUBJECT: WisVote Training webinar series schedule
(January 2019 – May 2019)

To supplement the online training available in the WisVote Learning Center, we will be conducting several WisVote webinars during the 2019 Spring Election cycle. There will be a total of six webinars covering a wide range of WisVote topics; a complete list can be found on page two of this memo.

Live Webinar access information and related materials will be posted under “Recent Clerk Communications” no later than the Monday prior to each webinar. You must be able to view videos on your computer using your computer’s speakers and a media application such as Windows Media Player.

The webinar recording, related materials and a list of frequently asked questions, will be posted shortly after the webcast. The programs and materials are free for you to download from our website or a disc may be ordered for a small fee: <http://elections.wi.gov/node/2622>. The live or recorded webcasts may be counted toward the hours clerks need for recertification purposes.

We will continue to explore education, training and outreach modalities that are effective, can be delivered at a reduced cost and will provide uniform instruction and training across the state. Please send any questions or comments you have to Allison Coakley: allison.coakley@wi.gov or (608) 261-2033.

2019 WisVote Spring Election Training Webinar Series

2019 Election Preparation

January 15, 2019, 10:00 a.m. – 11:00 a.m.

A webinar to provide users with information on what and how to prepare for upcoming elections in WisVote. Topics will include basic election set-up tasks such as election plans, polling places, contests and candidates. We will also touch on frequently questioned topics including Reg List Alerts, Ineligible Voter List, and DMV checks.

ERIC: Movers & Shakers

January 22, 2019, 10:00 a.m. – 11:00 a.m.

The ERIC Supplemental Poll List will not be used in 2019. This 30-minute webinar will bring clerks up-to-date with these changes and how ERIC movers should be handled during the 2019 election cycle.

MyVote and You

February 26, 2019, 10:00 a.m. – 11:00 a.m.

A webinar to discuss recent updates and improvements to the MyVote website. We will also discuss the various MyVote notification emails and how/when they are generated and how they should be handled/processed by a clerk's office.

***Rescheduled*: WisVote Post-Election: Heading for the Finish Line**

March 26, 2019, 10:00 a.m. – 11:00 a.m.

A webinar to discuss everything you need to handle post-election in WisVote. Topics will include reporting deadlines, Election Day and incomplete registrations, voter participations, voter felon audit, post supplemental poll book, the Indefinitely Confined letter and much more.

WisVote Election Statistics: Finding the Proper Balance

April 9, 2019, 10:00 a.m. – 11:00 a.m.

A webinar to discuss recent updates to the new WisVote Election Statistics Reporting forms (Reconciliation, Inspector's Statement, & EDR Postcard). We will also discuss how to avoid common mistakes, locating the source of unbalanced numbers, and use of the Comment fields.

WisVote Absentee: Coming Attractions

April 30, 2019, 10:00 a.m. – 11:00 a.m.

A webinar to discuss WisVote absentee improvements, what's changed, and what's ahead. Bring your questions and comments!

WisVote Mid-Year Round-Up

May 21, 2019, 10:00 a.m. – 11:00 a.m.

A review webinar covering common issues and questions that have come up over this last election cycle, as well as what is in store for WisVote for the rest of 2019, with an emphasis on the 4 Year Maintenance process. Other topics will include the Election Day Registrations, poll books, and more.